



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
March 19, 2018

DRAFT

1. Call to Order
President Johnson called the meeting of the Village Board to order at 7:38 p.m. in the Village Center.

2. Roll Call
President Johnson called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Ann McKaig, Allison Rozek, Paul Zovic.

Others Present: Village Attorney Nathan Bayer, Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart, Clerk Sara Bruckman and Planning and Development Director Bart Griepentrog.

3. Statement of Public Notice
Clerk Bruckman stated that the meeting had been posted and noticed according to law.

4. Consent Agenda Items

- a. Approve Presentation of Accounts March 5, 2018.
- b. Approve Village Board Minutes of February 19, 2018.
- c. Consider extending organics collection pilot program to the end of 2018.
- d. Consider Application for Special Privilege Approval for outdoor seating in the sidewalk public right of way at:
 - i. Thief Wine Shop & Bar, 4512 N. Oakland Ave.
 - ii. Indulgence Choclatiers, 4525 N. Oakland Ave.
 - iii. Cloud Red, 4488 N. Oakland Ave.
 - iv. Colectivo Coffee Roasters, 4500 N. Oakland Ave.
 - v. North Shore Boulangerie, 4401 N. Oakland Ave.
 - vi. Nana Asian Fusion and Sushi, 4511 N. Oakland Ave.
 - vii. Metro Market, 4515 N. Oakland Ave.
 - viii. MOD Super Fast Pizza, 4151 N. Oakland Ave.
 - ix. Brat House Shorewood, 4022 N. Oakland Ave.
 - x. The Chocolate Factory, 4330 N. Oakland Ave.
 - xi. Camp Bar, 4044 N. Oakland Ave.
- e. Consider Application for Special Privilege Approval for the parklet at:
 - i. The Chocolate Factory, 4330 N. Oakland Ave.
 - ii. Draft and Vessel, 4417 N. Oakland Ave.
- f. Consider amendment to Policy #18 Outdoor Seating in the Public Right-of-Way to amend the hours of operation and allowable dates of installation.

Tr. Amenta requested item 4c be removed from the consent agenda.

Tr. Bockhorst moved, seconded by Tr. Maher to approve the consent agenda with item 4c removed. Motion carried with item f removed 7 – 0.

5. Citizens to be heard
Rod Dow, 4314 N. Stowell Ave, Shorewood, 53211 – lead a standing ovation for President Johnson for his years of service and stated his concern with some private social media sites and trustee

participation on such sites.

6. New Business

a. Public Works Committee

- i. Consider Milwaukee County Parks request for Estabrook Park Enhancements.

Tr. Maher discussed that the Village agreed to provide \$50,000 for park enhancements to Milwaukee County for allowing the Village to place a storm sewer line through Estabrook Park in a prior year. Milwaukee County Parks received bids for a pathway connection from the Oak Leave Trail, baseball diamond backstop fencing and trees in an amount just over \$50,000. Eddie Santiago, Milwaukee County Parks, noted the County has agreed to pay for any amount over the \$50,000 agreed to by the Village for the improvements. The funds are currently earmarked in the sewer utility fund for these improvements.

Tr. Maher moved and Tr. Zovic seconded to approve the Milwaukee County projects for Estabrook Park as proposed for a cost not to exceed \$50,000. Motion carried 7 – 0.

b. Community and Business Relations Committee

- i. Consider Application for Special Privilege Approval for a parklet at Camp Bar, 4044 N. Oakland Ave.

Mr. Griepentrog presented on the two parklet applications; the Camp Bar parklet, which had previously been approved in prior years, and Brat House, which is a new application. He noted that at future meetings the applications will be presented to the Public Works Committee per existing committee structure policy. These applications have specifically been brought to the Village Board because the current parklet policy states no more than 10% of parking on each side of a street within a block may be removed for parklets without additional consideration of the Village Board. It was noted that about four parking spots would be removed with these two parklets and that 18 parking stalls are proposed to be striped on this side of the street within the block, which has 37 total stalls

Discussion ensued about the 10% parking criteria; and Mr. Griepentrog note that proposed striping isn't ideal for full parking use on the street and complicates the current calculation. He also noted existing public parking stalls within the LightHorse parking structure were available within the area and encouraged businesses to promote and take advantage of them. Other concerns noted were ways to do deliveries without blocking traffic and if all parklets are ADA compliant. It was noted that there is not a lot of space in this area and other businesses need parking. Discussion ensued about this being a busy area located near the intersection, but Mr. Griepentrog pointed out that the current Village policy does allow them here. The presence of parklets may actually provide a traffic calming measure to the area and there are no indications from police reports that a parklet at that location presents greater risk of traffic accidents than any other location or that parklets result in more noise in the neighborhood because the businesses already have seating in the right of way..

It was noted the parklet policy needs to be reviewed in relation to the parking removal criteria and in conjunction with the outdoor seating policy to clarify ADA compliance.

Paul Hackbarth, 3901 Lake Dr. – noted that deliveries are going to happen whether the parklets are there or not. He stated that most parking is for Walgreens costumers. Deliveries and trash pickup are part of all business operations. Camp Bar has 1 hour of deliveries every Tuesday with little impact on neighborhood parking. He suggested eliminating the parking stall striping on Oakland to keep things more flexible for customers. Hackbarth expressed that he worked with previous Village staff to bring the parklets to Shorewood.

Andrew Fronek, 4022 N. Oakland – noted the proposed Brat House parklet is planned to be ADA compliant and that deliveries for his business follow the same design the Oak Crest Tavern had for years. They have not received any complaints about their deliveries and desire to work with the Village on parking and deliveries, if necessary. He also noted that his outdoor seating is first to fill up when available.

Tr. Maher moved and Tr. Bockhorst seconded to approve the Special Privilege Application for a parklet at Camp Bar, 4044 N. Oakland Avenue. Motion carried 7-0.

- ii. Consider Application for Special Privilege Approval for a parklet at Brat House Shorewood, 4022 N. Oakland Ave.

Tr. McKaig moved and Tr. Bockhorst seconded to approve the Special Privilege Application for a parklet at the Brat House Shorewood, 4022 N. Oakland Ave. Motion carried 5 – 2 with Tr. Amenta and Tr. Maher voting Nay.

- c. Consider Approval of CDA Rules of Procedure and Bylaws.

Ms. Ewald discussed the rules of procedure and bylaws the CDA has been working for 2 months. The board raised questions regarding conflict of interest statement and terms of appointment for trustees on the CDA. Attorney Bayer clarified that the state statues do not specify how long a trustee appointment must serve and the appointment timeframe is subject to change annually at the recommendation of the Village President. Several suggestions of corrections or additions were made:

1. Add (Village) after Shorewood
2. 4a, strike the wording within the Central Business District Master Plan
3. 6 Treasurer, strike Authority and replace with CDA
4. 10b, top should be topic
5. 10g, add persons after opposing

Tr. Maher moved and Tr. McKaig seconded to approve the CDA rules of Procedures and Bylaws to include amendments of 1-4 noted above. Motion carried 6 – 1 with Tr. Rozek voting nay.

- d. Consider scheduling a special meeting for the Communication Management Policy, including the Introduction and Chapters 1-3.

Ms. Ewald noted while the Board is making progress on review of the policy, there has not been sufficient time at meetings to continue making substantial progress on the policy so an alternative process could be:

1. Village Manager's Office produces an initial draft of the communication management policies.
2. Department heads review and propose modifications to the draft which are then considered by the Village Manager's Office.
3. Village Manager's Office sends draft to the Village Board to review and submit comments back to the Village Manager's Office. A total of two weeks will be given for Village Trustees to review.
4. Village Manager's Office schedules a special meeting for the Special Initiatives Committee to meet, review comments from Village Board and propose a final draft.
5. Village Board considers the final draft of the policies for adoption.

The process would still be done in phases. The Board noted their desire to continue with the process and suggested it would be more productive with the Committee of the Whole, rather than tasking the item to the Strategic Initiatives Committee.

Tr. Rozek moved and Tr. McKaig seconded to approve the proposed process to review and consider the future communication management policies at a Committee of the Whole in lieu of the Strategic Initiatives Committee. Motion carried 7 - 0.

7. Items removed from the Consent Agenda

Tr. Amenta Item 4C Consider extending organics collection pilot program to the end of 2018. Concerns the program would cease by the end of 2018.

Mr. Burkart explained it is part of the 2019 planning and visioning process.

Tr. Zovic moved and Tr. McKaig seconded to approve extending organics collection pilot program to the end of 2018. Motion carried 7-0.

8. Reports of Village Officials

a. Village President

- i. President Johnson and Ms. Ewald met with Congresswomen Gwen Moore.

c. Village Trustees

- i. Tr. Zovic provided updated from Public Works Committee, members of P&BSC Lake Drive met last week to review the engineering study regarding Lake Drive south of Capital Drive. Post cards will be delivered next week providing notice of the April 9th public information meeting to receive comments on Lake Drive south of Capital. Tr. Zovic also noted all Trustees received this evening a comparison of Wilson Drive by the numbers.
- ii. Tr. Amenta reported from the Pedestrian and Bicycle Safety Committee is planning for Pedestrian and Bike month, which is May. Saturday there is a March to end gun violence starting at the Milwaukee Court House.
- iii. Tr. Rozek volunteered at the Shenanigans and the event was a great success. Election Day is April 3 and early voting has started.
- iv. Tr. Bockhorst attended the Shorewood Shenanigans and it was a great event. Shorewood students participated in the solo and ensemble as well as the Mock Trial team going and winning at state. School House Rock was done by Intermediate School. Bockhorst attended the League of WI Congressional City Conference. She further noted the parking \$2.00 fee onerous process.

d. Village Manager

- i. Ms. Ewald report reflected the Design Review Board meeting.

9. Items for Future Consideration

Tr. Amenta – noted the bid on Wilson Drive was low and requested to consider concrete as opposed to asphalt with the savings.

Tr. Rozek – requested the update on purchasing/service contract update be provided to the Board on a future agenda.

Tr. Maher – noted the online sales at Metro Market and the effects on their liquor license.

10. The Village Board will adjourn into closed session pursuant to Wisconsin Statute 19.85 [e] Deliberating or negotiating the purchasing of the public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to discuss possible sale of the Village's fire station.

Tr. Zovic moved, seconded by Tr. Rozek to adjourn into closed session pursuant to Wisconsin Statute 19.85 [e] Deliberating or negotiating the purchasing of the public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to discuss possible sale of the Village's fire station at 9:43 pm. Motion carried with a roll call vote 7 – 0.

Tr. Maher moved and Tr. Zovic seconded to reconvene into open session at 10:31p.m. Motion carried 7-0.

11. Adjournment.

Tr. McKaig moved and Tr. Bockhorst seconded to adjourn at 10:32 p.m. Motion carried 7-0.

Respectfully submitted,
Sara Bruckman
Village Clerk